Republic of the Philippines

**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**

TESDA Complex, East Service Road, South Superhighway, Taguig City, Metro Manila

**MEMORANDUM**

FOR : **TESDA REGIONAL and PROVINCIAL DIRECTORS**

FROM : The Executive Director, NITESD

DATE : November 20, 2015

SUBJECT : **2015 TAGSANAY AWARDS GUIDELINES**

The Tagsanay Awards aims at recognizing outstanding and exemplary performance of TVET trainers from both public and private TVET providers. This is stipulated in the Memorandum issued October 31, 2015 on the occasion of the World Teachers Month.

As this is envisioned to be an annual institutional award, it is encouraged that we are able to select the best of the trainers in our different levels of jurisdiction.

Attached herewith is the set of Guidelines for the said Awards.

For your information and guidance, please.

Thank you for your cooperation.



ELMER K. TALAVERA

Cc: ODDG-PP

ODDG-TO

ROS

Republic of the Philippines

**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**

TESDA Complex, East Service Road, South Superhighway, Taguig City, Metro Manila

**2015 TAGSANAY AWARD**

**General Guidelines**

The 2015 Tagsanay Award will provide recognition and incentives to **TVET trainers from either public or private TVET institutions,** employed for the past five years, and who have demonstrated exemplary performance and demonstrated competencies beyond the expectations from a TVET trainer.

1. **Criteria for Evaluation**

The candidates shall be evaluated based on the following criteria with corresponding point allocation.

|  |  |  |
| --- | --- | --- |
| **General Rating Schedule**  **(500 points)** | | **Panel Interview Evaluation**  **(50 points)**   1. The Top 8 contenders will individually face a panel of interviewers of five (5) members (representatives from TESDA Board, PCCI, Metrobank, CSC and DOLE). 2. Topic of discussion will include, but not limited to, actual experiences as a TVET trainer. 3. Interview duration is maximum 30 minutes. 4. The interview will use the available TESDA SELCOM Interview Rating Tool. |
| **Areas for Consideration** | **Allotted Points** |
| 1. Portfolio Evaluation | **150** |
| 1. Written Exam | **100** |
| 1. Individual and Team Activities | **200** |
| 1. Panel Interview Evaluation | **50** |

1. **Mechanics of Selection**
2. **Provincial/District Level Selection:**
3. The TESDA Provincial/District Office shall nominate for the regional level selection **at least three (3) TVET trainers** from his/her area of jurisdiction. **No two (2) nominees should come from the same TVET provider.** Submission of the nomination documents to the Regional Office should be done **no later than December 1, 2015**. The nomination shall include the following:
4. Memo signed by the PD/DD;
5. Properly accomplished **Nomination Form** signed by the TTI/TVI Administrator and the Provincial/District Director; and,
6. Portfolio (to include 3 copies colored passport size recent fotos)
7. Thru a selection process it deems appropriate (may make reference to the attached national level selection guidelines/mechanics), the TESDA PO/DO submits the nomination to the RO. Documented proof of the selection process is required.
8. On the basis of **NITESD memorandum dated October 30, 2015** on the launching of the 2015 Tagsanay Award, the TESDA PO/DO is expected to have disseminated the information on the Award to respective TVET providers in the area.
9. **Regional Level Selection:**
10. The TESDA Regional Office shall ensure nomination for the national level selection of **one (1) candidate from each TESDA Provincial/District Office** under his/her jurisdiction. The nomination shall include the following:
    1. Memo signed by the RD;
11. **Comparative Assessment Results** signed by the RSC (please see Attachment A);
12. Properly accomplished **Nomination Form** signed by the TTI/TVI Administrator and the Provincial/District Director; and
13. Portfolio (to include 3 copies colored passport size recent fotos)
14. From among the different provincial level candidates endorsed by the respective TESDA Provincial/District Offices, the Regional Office thru its Regional Screening Committee (RSC), in a manner it deems appropriate, shall select the best trainer from province/district **(one each per TESDA Provincial/District Office)**. Reference to the attached national level selection guidelines/mechanics is advisable. **Documented proof of the selection process and comparative assessment results** are required as attachment to the **emailed** Memorandum signed by the RD to be received by the Office of the Assistant Executive Director NITESD [fel.zur@gmail.com](mailto:fel.zur@gmail.com) no later than 5:00 pm December 7, 2015 containing the list of all the Regional nominees. The names are needed in preparation of the TESDA Order for the travel of the trainers to Central Office.
15. The **complete set of documents** of the selected Regional nominees (1 per TESDA Provincial/District Office), endorsed by the Regional Director, must be and should be received by the **NITESD Assistant Executive Director** from December 7 to 13, 2015. Corresponding **BONUS POINTS** for portfolio assessment will be given to early submission.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **DATE RECEIVED** | **Dec 7** | **Dec 8** | **Dec 9** | **Dec 10** | **Dec 11** | **Dec 12** | **Dec 13** |
| Mon | Tue | Wed | Thu | Fri | Sat | Sun |
| **BONUS POINTS** | **25** | **20** | **15** | **10** | **5** | **0** | **0** |
| *A portfolio submitted and received shall be considered complete and final. Once the portfolio has been received, no document can further be added to nor taken away from the portfolio*. | | | | | | | |

1. **National Level Selection:**
2. **A week-long program**. The 87 candidates, each endorsed by their respective Regional Directors, shall be housed in a one (1) week selection program. ***Please refer to the program below.***

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| **2015 TAGSANAY AWARD: National Level Selection** | | | | | | | |
| **ACTIVITIES** | | | | **DESCRIPTION** | **DATE** | **TIME** | **VENUE** |
| **Arrival of Candidates, Briefing** | | | |  | December 13, 2015 (Sunday ) | 1300H-1700H | **Tandang Sora Hall, TWC** |
| **Billeting Arrangements** | | | | Arrangements with a selected Hotel | 1800H-2000H | TBA |
| **Induction Program** | | | | Formal Orientation on the TVET Trainers Qualification and the 2015 Tagsanay Awards | **December 14, 2015 (Monday)** | 0800H-1000H | TBA |
| **Technical and Cultural Field Trips** | | | | Visits for exposure to culture and technology | 1000H-1500H | TBA |
| **GROUP WORK 1** | | | | Trainer Competencies | 1500H-1800H | TBA |
| **Written Test 1 (Batch B)** | **GROUP WORK 2 (Batch A)** | | | **December 15, 2015 (Tuesday)** | 0800H-1500H | TBA |
| **Written Test 1 (Batch A)** | | **GROUP WORK 3 (Batch B)** | | TBA |
| **Experience Sharing** | | | | Communication Skills | 1500H-1700H |
| **Fellowship/ Socials/ Regional Presentation** | | | | 1900H-2100H | TBA |
| **GROUP WORK 4** | | | | Trainer Competencies |
| **Activity-based Assessment** | | | | A fun-filled individual/group activity involving logic, balance, negotiation skills, courage, taste, and ability to deal with surprises | **December 16, 2015 (Wednesday)** | 0630H-1200H | TBA |
| ***To be Announced*** | | | | 1300H-1700H | TBA |
| **Training on Social Graces (Session 1)** | | | **Panel Interview** | Towards a refined and confident TVET trainer. The top 8 candidates in the current standing will individually be called and invited to a Panel Interview-the final leg of the National Overall Winner | **December 17, 2015 (Thursday)** | 0800H-1200H | TBA |
| **Training on Social Graces (Session 2)** | | | | Towards a refined and confident TVET trainer. | 1300H-1700H | TBA |
| **Photo Shoot** | | | | **December 18, 2015 (Friday)** | 0800H-1200H | TBA |
| **Awarding Ceremonies** | | | | Minor and Major Awards; about 200 expected guests; media, etc. | 1300H-1700H | **Tandang Sora Hall, TWC** |
| **HOMEWARD BOUND** | | | |  | December 19, 2015 (Saturday) | 0800H-1200H |  |

1. **PORTFOLIO EVALUATION.** The TVET trainers’ portfolio, officially received by the Office of the Assistant Executive Director of NITESD, shall be evaluated from **December 7-15, 2015** by the **Program Composite Team**. The submitted portfolio, signed by the RD, shall be evaluated based on a set criteria. *Please see attached Portfolio Evaluation Sheet for reference.*
2. The **2015 Tagsanay Awarding Ceremony** is scheduled on **December 18, 2015 at the Tandang Sora Hall, TESDA Women's Center.**

1. **Awards and Incentives**

The Search for 2015 Tagsanay Award will provide the following recognition and incentives:

|  |  |  |  |
| --- | --- | --- | --- |
| **Major Awards** | **Number of Awardees** | **Cash Incentives** | **Total** |
| 1. National Tagsanay (Overall Winner) [[1]](#footnote-1) | 1 | TBA |  |
| 1. Institution Award [[2]](#footnote-2) | 1 | TBA |  |
| 1. Provincial Office Award [[3]](#footnote-3) | 1 | TBA |  |
| 4. Top 8 Trainers [[4]](#footnote-4) | 8 | TBA |  |
| 5. Best of Regions Award [[5]](#footnote-5) | 17 | TBA |  |
| *Plaques of Recognition shall be given to each major awardee.* | | | |
| **Minor Awards** | **Number of Awardees** | **Cash Prizes** | **Total** |
| 1. Best Trainer’s Portfolio | 1 | TBA |  |
| 1. Best Trainer in Written Exam | 1 | TBA |  |
| 1. Best Trainer in Interview | 1 | TBA |  |
| 1. Best Trainer in Team Activities | 1 | TBA |  |
| 1. Best Trainers at the Provincial Level | 87 | TBA |  |
| *Certificate of Recognition shall be given to each minor awardee.* | | | |

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| **2015 TAGSANAY AWARDS – SCHEMATIC DIAGRAM** | | | | | | |
| **Dissemination** | **PROVINCIAL LEVEL** | **REGIONAL LEVEL** | **NATIONAL LEVEL** | | | |
|  | **At least 3 candidates no two coming from same TVI/TTI** | **Selecting one per province** | **Submission of complete documents including portfolio (December 7-13);Portfolio Assessment (December 7-15); Week-long program (December 14-18); Major and Minor Awards (December 18)** | | | |
| **November 1-22, 2015** | **November 23-30, 2015** | **December 1-7, 2015** | **December 7-17, 2015** | | | |
|  |  |  | **Best of Province Award** | **Top 8** | **Tagsanay Award** | **Best of Regions Award** |
|  | **241 +** | **87** | **87** | **8** | **1** | **17** |
|  | **Provincial Nomination** | **Region (i) candidates** |  |  |  |  |
|  | **Province A nominees (3+)** | **Province A Best Trainer** | **1** | **8** | **1** | **1** |
|  |
|  |
|  | **Province B nominees (3+)** | **Province B Best Trainer** | **1** |
|  |
|  |
|  | **Province C nominees (3+)** | **Province C Best Trainer** | **1** |
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|  | **Province D nominees (3+)** | **Province D Best Trainer** | **1** |
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|  | **Province E nominees (3+)** | **Province E Best Trainer** | **1** |
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|  |
|  | **Province F**  **nominees (3+)** | **Province F**  **Best Trainer** | **1** |
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|  | **Province G nominees (3+)** | **Province G Best Trainer** | **1** |
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|  |  | **Region (ii) candidates** | **N** | **1** |
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|  |  | **Region (iii) candidates** | **M** | **1** |
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|  |  | **:** | **:** | **:** |
|  |  | **Region (xvii) candidates** | **Z** | **1** |
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**MEMORANDUM**

FROM : THE PROVINCIAL/DISTRICT DIRECTOR

DATE : DECEMBER 1, 2015

SUBJECT : **PROVINCIAL ENDORSEMENT 2015 Tagsanay Awards**

The following TVET Trainers are being endorsed for consideration in the Regional level selection for the 2015 Tagsanay Awards.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NAME OF TRAINER’S PARTICULARS** | | | | **TVET INSTITUTIONS’ PARTICULARS** | |
| **LAST NAME** | **FIRST NAME** | **MIDDLE NAME** | **CELPHONE NUMBER AND EMAIL ADDRESS** | **NAME/ ADDRESS OF THE TVET INSTITUTION** | **CELPHONE NUMBER AND EMAIL ADDRESS** |
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Together with this are the following documents:

* 1. Properly accomplished **Nomination Forms** signed by the TTI/TVI Administrator and the Provincial/District Director; and,
  2. **Portfolios** (including 3 copies colored passport size recent fotos) of the abovementioned TVET trainers.

For your information, please.

SIGNATURE OF THE PROVINCIAL/DISTRICT DIRECTOR

**MEMORANDUM**

FOR : THE ASSISTANT EXECUTIVE DIRECTOR, NITESD

fel.zur@gmail.com

FROM : THE REGIONAL DIRECTOR, TESDA RO \_\_\_

DATE : DECEMBER 7, 2015

SUBJECT : **REGIONAL ENDORSEMENT 2015 Tagsanay Awards**

The following TVET Trainers are being endorsed for consideration in the National Level selection for the 2015 Tagsanay Awards.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NAME OF TRAINER’S PARTICULARS** | | | | **TVET INSTITUTIONS’ PARTICULARS** | | |
| **LAST NAME** | **FIRST NAME** | **MIDDLE NAME** | **CELPHONE NUMBER AND EMAIL ADDRESS** | **NAME/ ADDRESS OF THE TVET INSTITUTION** | **CELPHONE NUMBER AND EMAIL ADDRESS** | **Province being represented** |
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Together with this are the following documents:

* **Provincial Endorsement Memorandum** from each of the TESDA Provincial/District Offices in this region; and
* **Regional Comparative Assessment Report** reflective of the result of the selection process signed by our Regional Selection Committee (RSC)

This emailed Memorandum shall also form part of the complete submission that will contain the following:

* Properly accomplished **Nomination Forms** signed by the TTI/TVI Administrator and the Provincial/District Director;
* Provincial Comparative Assessment Reports, and,
* Portfolios (including 3 copies colored passport size recent fotos) of the abovementioned regional candidates.

For your information, please.

SIGNATURE OF THE REGIONAL DIRECTOR



**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**

TESDA Complex, East Service Road, South Superhighway, Taguig, Metro Manila

**2015 TAGSANAY AWARD**

**Portfolio Evaluation Sheet (150 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Criteria** | **Documentary Evidence/s** | **Allotted %** | | | **Score** |
| **TOTAL** |  | **100** |  | |  |
| 1. **TVET Qualification and Educational Attainment** |  | **10** |  | |  |
| 1. NTTC/s and a Doctoral degree | NTTCs and copy of Transcript of Records |  | 10 | |  |
| 1. NTTC/s and Doctoral Unit/s |  | 8 | |  |
| 1. NTTC/s and a Masteral degree |  | 7 | |  |
| 1. NTTC/s and Masteral Unit/s |  | 6 | |  |
| 1. NTTC/s Only |  | 5 | |  |
| **B. Work Experience** |  | **50** |  | |  |
| **1. Teaching** |  |  | 20 | |  |
| a. Holder of active NTTCs and has been teaching the NCs qualifications for the past 2 years | Copy of NTTCs and COPRs indicating the name of the trainer;  Training load assignment; MIS Reports indicating the name of trainer, certification from TTI/TVI duly noted by the head of Institution |  | 5 | |  |
| i. 100-150 trainees |  | 3 | |  |
| ii. More than 150 trainees |  | 5 | |  |
| b. With teaching experience | (In addition to the above) **Employment contract or service record** |  | 4 | |  |
| i. Less than 5 years |  | 3 | |  |
| ii. Five or more years |  | 4 | |  |
| c. With at least 2 years industry experience |  | 3 | |  |
| d. Accredited Competency Assessor; conducted National Competency Assessment for the last 2 years | Copy of Accreditation Certificate/s, corresponding RWACs (for the past 2 years) with signature of Assessor |  | 5 | |  |
| 1. 50-100 candidates assessed |  | 3 | |  |
| 1. More than 100 candidates assessed |  | 5 | |  |
| e. Performance Standards Rating (IPCR) at least "Very Satisfactory" | Copy of 2014 IPCR, or  Corresponding Rating Document from private TVIs |  | 3 | |  |
| **2. Research** |  |  | 20 | |  |
| a. Prepared **complete CLMs** for the last 3 years | copies of developed Contextual Learning Matrices (CLMs) duly noted by the head of Institution |  | 10 | |  |
| i. one whole qualification related to his/her NC |  | 5 | |  |
| ii. Plus another qualification |  | 8 | |  |
| iii.Plus at least 2 other  qualifications |  | 10 | |  |
| **Criteria** | **Documentary Evidence/s** | **Allotted %** | | | **Score** |
| b. Conducted TVET-based study for the past three years (primary proponent/project leader FULL POINT; member HALF POINT) | List of studies conducted duly noted by the head of Institution; copies of studies with proof of authorship |  | 10 | |  |
| i. 1 study approved by the administrator |  | 5 | |  |
| ii. 2-3 studies approved by the administrator |  | 8 | |  |
| iii. 4 or more studies approved by the administrator |  | 10 | |  |
| **3. Attendance to TVET-related trainings for the past three years** | List & photocopy/ies of training certificate/s attended duly noted by the head of Institution |  | | 10 |  |
| a. Foreign |  | | 5 |  |
| i. One to Two |  | | 3 |  |
| ii.Three or more |  | | 5 |  |
| b. Local |  | | 5 |  |
| i. One to Two |  | | 3 |  |
| ii.Three or more |  | | 5 |  |
| **C. Community and/or Extension Services** |  | **20** | |  |  |
| 1. Involvement in programs, projects, and activities in the community for the last 5 years | Lists of programs, projects and activities in the community duly noted by the head of Institution |  | | 10 |  |
| a. At least one |  | | 3 |  |
| b. Two or three |  | | 5 |  |
| c. Four or more |  | | 10 |  |
| 2. Active involvement in any activity organized by his/her own students/trainees | Lists and photographs of activities duly noted by the head of Institution |  | | 5 |  |
| a. At least one |  | | 2 |  |
| b. Two or three |  | | 3 |  |
| c. Four or more |  | | 5 |  |
| 3. Citations from program organizers/ producers or any authorized personnel from other organizations in the community outside the TVI/TTI | Copy of Certificates duly noted by the head of Institution |  | | 5 |  |
| a. At least one |  | | 2 |  |
| b. Two or three |  | | 3 |  |
| c. Four or more |  | | 5 |  |
| **D. Leadership** |  | **15** | |  |  |
| 1. Membership for the last 5 years (professional, community or civic organizations) | Proof of membership or Certification from the affiliated organization |  | | 5 |  |
| a. At least one |  | | 2 |  |
| b. Two or three |  | | 3 |  |
| c. Four or more |  | | 5 |  |

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| **Criteria** | **Documentary Evidence/s** | **Allotted %** | | **Score** |
| 2. Acted as Resource Person in Training/seminar for the last 3 years | Lists and copy of certificate of recognition as Resource Person |  | 3 |  |
| a. One to two |  | 2 |  |
| b. Three or more |  | 3 |  |
| 3. Membership in any TVET inter-office, inter-province Technical Working Group (TWG), Multi-Disciplinary Team (MDT), or Committee | Copy of order/memo designating as member of TWG duly certified by the head of institution |  | 3 |  |
| a. One to two |  | 2 |  |
| b. Three or more |  | 3 |  |
| 4. Coach/Expert to Skill Competitions for the last 5 years (whichever is higher) | Copy of a Appointment as Expert/Coach |  | 4 |  |
| a. Provincial Level |  | 1 |  |
| b. Regional Level |  | 2 |  |
| c. National Level |  | 3 |  |
| 1. International Level |  | 4 |  |
| **E. Others**: TVETrecognitions received from a recognized awarding body/ies |  | **5** |  |  |
| 1. International | Copy of Certificates of Recognition |  | 3 |  |
| a. At least one |  | 2 |  |
| b. Two or more |  | 3 |  |
| 2. National/ Local |  | 2 |  |
| a. One to two |  | 1 |  |
| b. Three or more |  | 2 |  |

Republic of the Philippines

**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**

TESDA Complex, East Service Road, South Superhighway, Taguig, Metro Manila

**2015 Tagsanay Award**

**NOMINATION FORM**

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| **Region** | | | |  | | | | | | | | | | | | | | | | | | | |
| **Province** | | | |  | | | | | | | | | | | | | | | | | | | |
| **Name of Institution** | | | |  | | | | | | | | | | | | | | | | | | | |
| **Personal Data of Nominee** | | | | | | | | | | | | | | | | | | | | | | | |
| Last Name | | | |  | | | | | | | | | | Mobile No. | | |  | | | | | | |
| First Name | | | |  | | | | | | | | | | Tel. No. | | |  | | | | | | |
| Middle Name | | | |  | | | | | | | | | | e-mail Address | | |  | | | | | | |
| Home Address | | | |  | | | | | | | | | | | | | | | | | | | |
| Birthdate | | | |  | | | | | Birthplace | |  | | | | | | | | | | | | |
| Gender |  | | Civil Status | | |  | | | | If married, name of spouse | | | | | | | | |  | | | | |
| **EDUCATIONAL ATTAINMENT** | | | | | | | | | | | | | | | | | | | | | | | |
| Level | | Name of School/College/University | | | | | | | | | | Discipline/Course/Program  *(for master/doctoral please specify field of specialization)* | | | | | | | | | Year graduated | | |
| Secondary | |  | | | | | | | | | |  | | | | | | | | |  | | |
| Tech Voc | |  | | | | | | | | | |  | | | | | | | | |  | | |
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| Master | |  | | | | | | | | | |  | | | | | | | | |  | | |
| Doctoral | |  | | | | | | | | | |  | | | | | | | | |  | | |
| **ELIGIBILITY** | | | | | | | | | | | | | | | | | | | | | | | |
| Civil Service/Board/Bar/National Certificate and NTTC (TESDA) | | | | | | | | | | | | | | | | Date Issued | | | | License/Certificate Number | | | |
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| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **WORK EXPERIENCE** | | | | | | | | | | | | | | | | | | | | | | | |
| Occupation/Job/Position/Designation | | | | | | | Name of Company | | | | | | | | | | | Inclusive date | | | | | |
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| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **Research/Study Undertaken** | | | | | | | | | | | | | | | | | | | | | | | |
| Title | | | | | | | Purpose | | | | | | | | | | | Beneficiary | | | | | Date |
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| **List of Training Programs Attended** | | | | | | | | | | | | | | | | | | | | | | | |
| Title | | | | | | | | | | | | | Sponsor | | | | | | | | | Inclusive Date | |
| Local | | | | | Foreign | | | | | | | |
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| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **Community Extension Service** | | | | | | | | | | | | | | | | | | | | | | | |
| Program/Project/Activity | | | | | | | | Venue | | | | | | | Partner | | | | | | | Year | |
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| **Membership in Professional, Civic, Community Organizations and Working Groups** | | | | | | | | | | | | | | | | | | | | | | | |
| Organization/ Working Group | | | | | | | | | | | | | | | Inclusive Dates | | | | | | | | |
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| **Training/ Seminar and Similar Programs Conducted** | | | | | | | | | | | | | | | | | | | | | | | |
| Title | | | | | | | | Beneficiary | | | | | | | Inclusive Dates | | | | | | | | |
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| **Services to Community, School and Family** | | | | | | | | | | | | | | | | | | | | | | | |
| Program/ Project/ Activity | | | | | | | | Beneficiary | | | | | | | Partner | | | | | | | Date | |
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| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **Recognition/Award Received** | | | | | | | | | | | | | | | | | | | | | | | |
| Title | | | | | | | | | | | | | | | Sponsor | | | | | | | Date | |
| International | | | | | | | | Local | | | | | | |
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| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **HIGHLIGHT OF ACCOMPLISHMENT AS TVET TRAINER**  (Short write-up; maximum of 100 words) | | | | | | | | | | | | | | | | | | | | | | | |
| PLEASE CLIP PASSPORT SIZE COLORED PHOTOS HERE (SIGNED AT THE BACK) | | | | | | | | | | | | | | | | | | | | | | | |

I declare under oath that this Nomination Form has been accomplished by us, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines.

I also authorize the designated personnel of TESDA Regional Office and the NITESD to verify / validate the contents stated herein. I trust that this information shall remain confidential.

Printed Name and Signature of the:

TTI Administrator Date

TESDA Provincial Director Date

1. National Tagsanay (Overall Winner)-Trainer with the highest accumulated points after the interview [↑](#footnote-ref-1)
2. Institution Award - The training institution where the Overall Winner is currently employed [↑](#footnote-ref-2)
3. Provincial/District Office Award - The TESDA Provincial/District Office which nominated the Overall Winner [↑](#footnote-ref-3)
4. Top 8 - The trainers with the 8 highest accumulated points prior the interview [↑](#footnote-ref-4)
5. Best of Regions Award – To the trainer from a particular region garnering the highest accumulated points during the National Level Process [↑](#footnote-ref-5)